User Manual

BiogasAccepted

Promoting Biogas in European Regions

www.biogasaccepted.eu

Studienzentrum für
internationale Analysen
Panoramaweg 1
4553 Schlierbach/ Österreich

homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

Intelligent Energy Europe

© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

Contents

1. System Requirements 3

1.1 Operating Systems and Hardware 3

1.1.1 Microsoft® Windows® 3

1.1.2 Mac 3

1.2 Software Requirements 4

2. BiogasAccepted Overview - Public Pages 5

2.1 Languages 5

2.2 Registration 6

2.3 Login 6

2.4 Lost your Password? 6

3. After logging in to BiogasAccepted - Internal Pages 7

3.1 Home 7

3.2 Projects 7

3.2.1 Register a new project 7

3.2.2 Selecting and working with projects 8

3.2.2.1 Record new data set 9

3.2.2.2 View/Edit data sets 10

3.2.2.3 Evaluate Project 10

3.3 Downloads 12

3.4 My Profile 12

3.5 Logout 13

© STUDIA Studienzentrum für internationale Analysen

Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

1. System Requirements

In order to run **BiogasAccepted** on your PC / Mac, please make sure your System fulfils following requirements:

1.1 Operating Systems and Hardware

1.1.1 Microsoft® Windows®

- Windows 2000 / 2003 Server
- Windows XP
- Windows Vista

Minimum Hardware Requirements:

- Pentium 233 MHz (Recommended: Pentium 500MHz or greater)
- 64 MB RAM (Recommended: 128 MB RAM or greater)
- Screen Resolution of 1024 x 768 or greater

1.1.2 Mac

- Mac OS X 10.4 and later

Minimum Hardware Requirements:

- Macintosh computer with an Intel x86 or PowerPC G4 or G5 processor
- 128 MB RAM (Recommended: 256 MB RAM or greater)
- Screen Resolution of 1024 x 768 or greater

© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

1.2 Software Requirements

BiogasAccepted is a web based application. In order to run it, you need to have an internet connection and a compatible Web Browser to display the application.
The minimum connection requirement is ISDN, recommended: A-DSL or a comparable broadband internet connection.

For optimal results, we recommend using either Microsoft® Internet Explorer® 7.0+ or Mozilla Firefox 2.0+.

Further, in order to run the application correctly, **JavaScript** and **Cookies must** be enabled! Please refer to your Browser's manual to see how to enable these functions.

In order to view certain files, we recommend having Adobe® Reader and either Microsoft® Office Excel® 2003+ or Microsoft® Excel® Viewer 2003 installed on your System.

Microsoft® Excel® Viewer 2003 can be downloaded at:
http://www.microsoft.com/downloads/details.aspx?FamilyID=c8378bf4-996c-4569-b547-75edbd03aaf0&DisplayLang=de

Adobe® Reader 9 can be downloaded at:
http://www.adobe.com/products/acrobat/readstep2.html?promoid=BUIGO

© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

2. BiogasAccepted Overview - Public Pages

2.1 Languages

When opening **BiogasAccepted**, you will be able to choose between different languages.

Following languages are available at the moment:

- / German/Austrian
- English
- Spanish
- Hungarian
- Italian
- Polish
- Slovakian

Choosing the language on the first page will automatically adjust the language for all public pages on **BiogasAccepted** (such as the ***start page***, the ***registration process*** and the ***lost password*** dialogue).
During the ***Registration***, you can set your ***Default Language***, which will be used as the ***default language*** for all pages behind the login button.

To change the default language at a later point, please go to: ***My Profile*** > ***Edit Profile***.

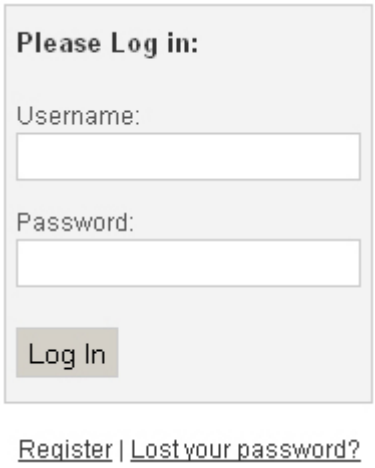
© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

2.2 Registration

To register for **BiogasAccepted**, please go the ***Registration Page***. All **** required fields*** have to be filled in. Furthermore all accounts have to be activated by the administrator. You will receive an E-Mail to the specified E-Mail address as soon as your account got activated.

2.3 Login



After your account got activated, you can log in to **BiogasAccepted**. To do so, please type in your ***username*** and your ***password*** and click on the ***Log-In*** Button.

2.4 Lost your Password?

If you have lost your password or can't remember it any more, please go to the ***Lost your password?*** - page to generate a new password and send it to the E-Mail address you have specified during your registration.

© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

3. After logging in to BiogasAccepted - Internal Pages

After successfully logging in to **BiogasAccepted**, you will find following pages:

3.1 Home

This page gives you an overview and general information about **BiogasAccepted**.

3.2 Projects

This page lists all your projects and gives you the possibility to add new projects, select projects, delete projects and evaluate projects.

On **BiogasAccepted**, you can choose between following projects types:

- ***Heating and power supply (CHP):***
  Select, if you check acceptance of biogas as a resource for heat and electricity.
- ***Feeding into natural gas grid (GRID):***
  Select, if you check acceptance of biogas as resource to be fed into (natural) gas grid.
- ***Fuelling vehicles (VEHICLE):***
  Select, if you check acceptance of biogas as fuel for vehicles.

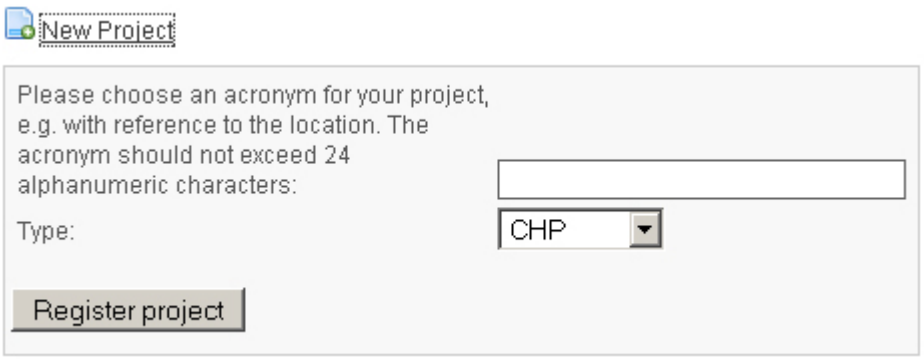
3.2.1 Register a new project

To register a ***new project***, please click on ***New Project***. You'll find following dialogue to register a ***new project***. On this dialogue, please enter a ***name/acronym*** for your project (e.g. with reference to the location where you have collected your questionnaires).
The acronym should not exceed 24 alphanumeric characters.

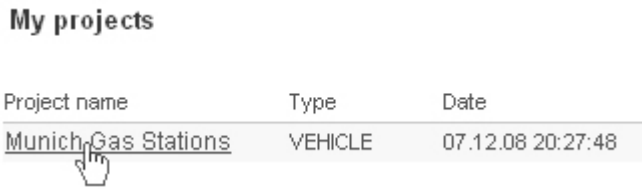
© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

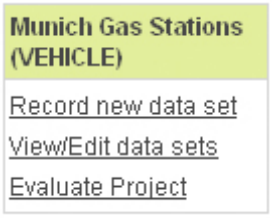
Also, please select a ***Type*** (can be either ***CHP, GRID, VEHICLE*** as explained above) for your project.


New Project
Please choose an acronym for your project, e.g. with reference to the location. The acronym should not exceed 24 alphanumeric characters:
Type:
CHP
Register project

3.2.2 Selecting and working with projects



To select a project, please click on the project name or click on ***Select project*** next to the ***project name.*** After selecting the project, you'll find following options to choose from:



- Record new data set
- View/Edit data sets
- Evaluate Project

© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

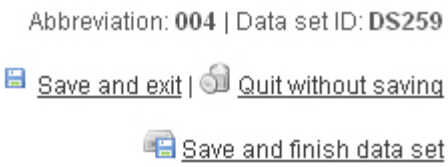
3.2.2.1 Record new data set

To record a new ***data set***, please click on this button to start the dialogue for recording a new ***data set***. You can enter data from filled in questionnaire forms. If necessary, you may record ***data sets*** without an intermediate print out. But this is not recommended. Online recording of data sets is suitable when carrying out telephone interviews.

Before recording a new data set, you need to enter an ***abbreviation name*** of the new ***data set***. The ***abbreviation*** may be just a running number. It is recommended to note it on each filled-in questionnaire hardcopy. The ***abbreviation*** should identify the recorded ***data set*** with maximum security. It is advisable to note the ***abbreviation*** on a list for identification. This is necessary, as you may need to edit the data set at a later point.

To start the recording process, please click on ***Record new data set*.**

During the recording process, you will find the ***abbreviation name*** and the **data set id** in the lower right corner. As defined above, the ***abbreviation name*** can be freely chosen. The ***data set ID*** however defines the internal ID for the ***data set***.
Even though it looks like a consecutively number, it will vary while during recording your ***data sets***. However the ***data set ID*** is a unique ID and is connected to only one ***data set***.



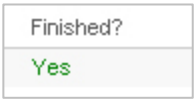
© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

Further you can find the buttons ***Save and exit***, ***Quit without saving*** and ***Save and finish data set.***

- ***Save and exit*** saves the data set, e.g. for further editing (the data set will not be set to finished).
- ***Quit without saving*** brings you back to the project menu without saving the data set.
- ***Save and finish data set*** saves the data set and sets the data set to ***finished***.

Only ***finished data sets*** can be evaluated on the ***Evaluate Project*** page. Once you went through all the questions while recording a new data set, the data set will be set to ***Finished*** as you can see in the picture below.



3.2.2.2 View/Edit data sets

On this page, you can view, edit and delete all ***data sets*** that you have recorded so far. If your project type is either ***CHP*** or ***GRID***, you can also see an evaluation of each single data set by viewing a ***data set.***
To ***rename*** the ***abbreviation name*** or to manually ***finish*** a ***data set***, please click on ***Edit*** and scroll down to the bottom of the page.

3.2.2.3 Evaluate Project

To evaluate your project, please select all ***data sets***, that you wish to evaluate. You can also select all ***data sets*** by clicking on the ***check all*** button below the list of data sets. The list only shows ***finished data sets.***

© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

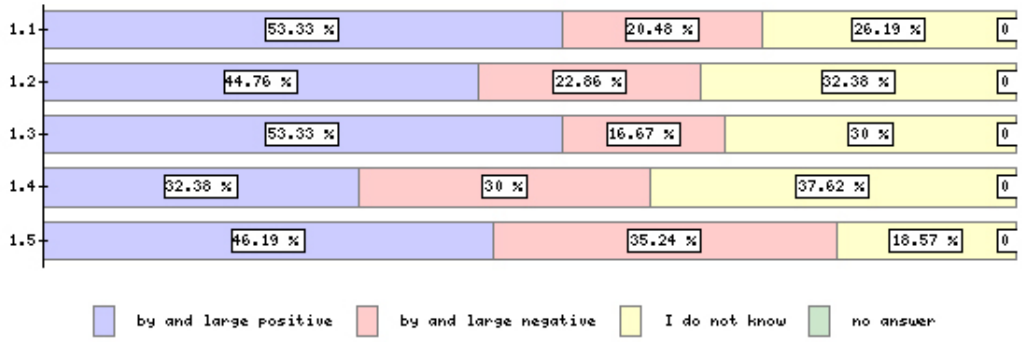
Now click on ***Evaluate*** to evaluate the selected ***data sets***. Depending on the type of your project (***CHP***, ***GRID*** or ***VEHICLE***), you will see the evaluation elaborated for this project type. To print the project, you will find a printer symbol at the bottom of the page. This link will open a new window, where you can find the ***print view*** of your evaluation.

If you have a PDF writer installed, such as Adobe® Acrobat®, you can also use the print dialogue to save your evaluation as .pdf file.

Some of the graphs (***VEHICLE***) in the ***Cell Results*** are numbered from, e.g. 1.1 – 1.5. In this example, 1.1 would refer to the first row of question No. 1 – “natural gas”. 1.2 would refer to the second row – “biogas” and so on.

1. Think of an alternative fuel for your car. How do you assess the following, "by and large positive" or "by and large negative"?

	by and large positive	by and large negative	I do not know
natural gas	53.33 %	20.48 %	26.19 %
biogas	44.76 %	22.86 %	32.38 %
hydrogen	53.33 %	16.67 %	30 %
biological ethanol	32.38 %	30 %	37.62 %
bio diesel	46.19 %	35.24 %	18.57 %



© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

3.3 Downloads

The Download Section of **BiogasAccepted** gives you following Downloads to choose from:

1. The ***manual***, which is automatically linked to your default language.
2. ***Questionnaires***: print out versions of the questionnaire form for collecting your data.
3. ***Rawdata*** of all recorded and finished datasets ordered by project and date. The ***Rawdata*** File includes all your projects and ***finished data sets***.

   In order to view the file, we recommend to either have Microsoft® Office Excel® 2003+ or Microsoft® Excel® Viewer 2003 installed on your System. Microsoft® Excel® Viewer 2003 can be downloaded at:

   http://www.microsoft.com/downloads/details.aspx?FamilyID=c8378bf4-996c-4569-b547-75edbd03aaf0&DisplayLang=de

   For details on Microsoft® Office Excel®, please go to:
   http://office.microsoft.com/de-de/excel/FX100487621031.aspx

3.4 My Profile

On this page, you can ***View*** and ***Edit*** your profile, ***change your password*** or ***delete your profile***, including all your projects and filled in ***data sets***. Please be advised that deleting your profile can not be undone!

© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net

3.5 Logout

For security reasons, please always use the ***logout*** button after you are done working with **BiogasAccepted**.

© STUDIA Studienzentrum für internationale Analysen
Panoramaweg 1
4553 Schlierbach, AUSTRIA
homepage: www.studia-austria.com
phone: +43/7582/819 81-95 (fax: -94)

© 2008 Programming by http://www.schoenrock-it.de,
Design by http://www.dtiege.net